

Introduction



The requirements for First Steps, Kentucky's Early Intervention System, are contained in 908 KAR 2:100 through 908 KAR 2:800, and 908 KAR 2:200. In the following pages are the required procedures necessary to fully implement these regulations. An effort has been made to present these in a simple, outline form detailing the steps as clearly as possible. For further clarity, the regulations are incorporated. The regulations are referenced as policy, except on those occasions where the regulation was in such detail it is incorporated here as a procedure. Often an explanatory statement in the form of a guiding principle or best practice guideline has also been added.

Each program, or independent provider, is responsible for understanding and performing these procedures in the provision of First Steps services. Evaluation Specialists from First Steps Early Intervention Evaluation System will review for compliance with the regulations and these procedures.

First Steps offers help in understanding and performing these requirements. First Steps Technical Assistance Teams are located in seven universities around the state. Each team has available a Program Consultant and a Parent Consultant. To contact the Team responsible for your geographic area call the First Steps state office at 859-252-3170, or ask the Point of Entry staff in your area.

You will notice that this manual is a compilation of twelve topical sections. Some sections may not relate directly to your scope of responsibility. However, you should review all procedures. Often the performance of your responsibility is dependent upon others. You should be familiar with the requirements in the other topics to better perform your own.

If you have any questions please consult with your Technical Assistance Team. If you require help with the Manual, or questions that relate to reprinting or other process issues call Ms. Germaine O'Connell, 859-252-3170, ext. 242.